



Commonwealth of Massachusetts
**DEPARTMENT OF HOUSING &
COMMUNITY DEVELOPMENT**

Mitt Romney, Governor ♦ Kerry Healey, Lt. Governor ♦ Jane Wallis Gumble, Director

INFORMATION MEMORANDUM
WAP-IM-2004-007

TO: WAP and HEARTWAP Subgrantee Executive Directors
WAP and HEARTWAP Subgrantee Energy Directors

FROM: Ken Rauseo, Deputy Director
Community Services Unit

SUBJECT: **FY 2003 WAP LEVERAGING REPORT**

DATE: February 17, 2004

Attached, all Weatherization Assistance Program (WAP) subgrantees will find a copy of the **FY 2003 WAP Leveraging Report**. DHCD/CSU requires all WAP subgrantees to annually submit a cumulative, itemized report for all allowable leveraging activities performed in conjunction with the U.S. DOE Weatherization Program.

Subgrantees must insure that all reported leveraged activities are allowable WAP energy efficiency measures or are repairs which are incidental to allowable WAP energy efficiency measures.

The FY 2003 WAP Leveraging Report is due at CSU on **May 14, 2004**, along with the FY 2003 DOE WAP Final Report and the Annual WAP and HW Inventory Report.

Should you have any questions regarding the preparation of this report, or what constitutes an allowable leveraging activity, please do not hesitate to contact me at (617) 573-1431.

ATTACHMENT: FY 2003 Leveraging Report